

## Seasonal Positions

Last Updated Tuesday, 27 November 2007

Thank you for your interest in seasonal positions with the city of Boulder. Applications will be accepted and processed online.

Seasonal employment is a designation used for hiring employees at an hourly rate on either a full-time or part-time basis. The following are examples of types of seasonal positions:

- Jobs that support seasonal operations.
  
- Jobs that are project or class specific and have a beginning and an end (e.g., instructor)
  
- For scheduling needs that cannot accommodate full-time or half-time work, and
  
- 1. Supplement existing staffing during heavy traffic time (e.g., front desk cashier), or
  
- 2. When many employees are needed all at the same time, or
  
- 3. When only short shifts are needed (e.g., referee).

To fill-in while a service is being restructured

## Seasonal

- Seasonal hourly position in Parks and Recreation or Open Space Mountain Park Departments;
- No collective bargaining;
- Eligible for overtime pay per FLSA provisions;
- Eligible for PERA retirement benefits;
- Not eligible for insurance and leave benefits, except for Workers' Compensation and life insurance offered to PERA members

**\*\*On line seasonal applications should be entered using the current version of either Internet Explorer, AOL or Netscape internet browsers.\*\***

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## General Seasonal Employment Information

Current openings will be updated weekly. Applicants should check back to view new postings and may amend

applications as needed to apply for additional jobs. For a listing of Open Space & Mountain Parks seasonal positions, please visit their website.

#### Application Process

- To apply for all seasonal positions within the city of Boulder, applicants must fill out an online seasonal application.
- An electronic cover letter and/or resume may be submitted along with the application.
- Applicants will receive an e-mail and PIN number confirming receipt of applications. The PIN number may be used to update the application with contact and employment information.
- If you are selected for an interview, the hiring supervisor will contact you by phone or e-mail.
- All applications will be kept on file for six months following the most recent submission.

#### Tips

- If you would like to submit a resume and/or cover letter, have an electronic version ready when you start to fill out the application online.
- Current openings will be updated weekly. All open positions will be posted online. Please check the current openings site frequently to view the most current postings.
- For information on setting up a free e-mail account, contact your local reference librarian.

Other positions may be available through city of Boulder standard employment and through Boulder County.

#### Contact Information

For questions regarding specific positions, please contact the appropriate department:

##### Parks and Recreation

303-413-7200

For assistance in Spanish:

## Human Resources

1101 Arapahoe Ave

Boulder, CO 80302

303-441-3070

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